

**SEMINOLE COUNTY GOVERNMENT  
AGENDA MEMORANDUM**

**SUBJECT:** RFP-600192-07/BJC - Term Contract for Web Programming Services

**DEPARTMENT:** Administrative Services

**DIVISION:** Purchasing and Contracts

**AUTHORIZED BY:** Frank Raymond

**CONTACT:** Tammy Roberts

**EXT:** 7115

**MOTION/RECOMMENDATION:**

Approve Amendment #1 to RFP-600192-07/BJC with Sharon Cameron, Orlando, to increase the not to exceed amount budgeted annually in excess of \$100,000.00 for web programming services.

County-wide

Ray Hooper

---

**BACKGROUND:**

This project was publicly advertised and the County received four (4) submittals in response to the solicitation. The contract was executed and approved for \$100,000.00 per three year term of the contract on July 13, 2007.

The Review Committee, which consisted of Priscilla Glasgow, IT Department; Delisa Glover, IT Department; and Lori Czerwinski, IT Department, evaluated the responses. Consideration was given to the effectiveness of instructions to install and implement sample project; demonstrated knowledge of required tools via sample; support and maintainability of sample; efficiency of sample; and price. The review committee recommended award of the project to Sharon Cameron, Orlando, and Virtual Media & Associates, Ocoee, in the not to exceed amount of \$100,000.00 in accordance with Section 8.153, Seminole County Administrative Code, for County Manager's execution.

Amendment #1 to RFP-600192-07/BJC with Sharon Cameron, Orlando, will increase the not to exceed amount in excess of \$100,000.00 per year in accordance with the annual budget, therefore requiring Board approval.

Supporting documents include Amendment #1 as prepared by the County Attorney's Office.

**STAFF RECOMMENDATION:**

Staff recommends the Board approve Amendment #1 to RFP-600192-07/BJC with Sharon Cameron, Orlando, to increase the not to exceed amount budgeted annually in excess of \$100,000.00 for web programming services.

**ATTACHMENTS:**

1. 1st Amendment

**Additionally Reviewed By:**

☒ County Attorney Review ( Ann Colby )

**FIRST AMENDMENT TO AGREEMENT TERM CONTRACT FOR WEB PROGRAMMING SERVICES  
(RFP-600192-07/BJC)**

**THIS FIRST AMENDMENT** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and is to that certain Agreement made and entered into on the 13<sup>th</sup> day of July, 2007, between **SHARON CAMERON**, whose mailing address is P.O. Box 585301, Orlando, Florida 32858, hereinafter referred to as "CONTRACTOR," and **SEMINOLE COUNTY**, a political subdivision of the State of Florida, whose address is Seminole County Services Building, 1101 East First Street, Sanford, Florida 32771, hereinafter referred to as "COUNTY".

**W I T N E S S E T H:**

**WHEREAS**, CONTRACTOR and COUNTY entered into the above-referenced Agreement on July 13, 2007, for web programming services; and

**WHEREAS**, the parties desire to amend the Agreement so as to enable both parties to continue to enjoy the mutual benefits it provides; and

**WHEREAS**, Section 20 of the Agreement provides that any amendments shall be valid only when expressed in writing and duly signed by the parties,

**NOW, THEREFORE**, in consideration of the mutual understandings and agreements contained herein, the parties agree to amend the Agreement as follows:

1. Section 5 of the Agreement is amended to read:

**SECTION 5. COMPENSATION.** COUNTY agrees to compensate CONTRACTOR for the professional services called for under this Agreement on a "Fixed Fee" basis. When a Purchase Order is issued for a Fixed Fee basis, then the applicable Purchase Order Fixed Fee amount shall include any and all reimbursable expenses. The total annual compensation paid to CONTRACTOR pursuant to this Agreement, including reimbursable expenses, is expected to exceed ONE HUNDRED THOUSAND AND NO/100 DOLLARS

(\$100,000.00) per year, but shall not exceed the amount budgeted annually by COUNTY for web programming services.

2. Except as herein modified, all terms and conditions of the Agreement shall remain in full force and effect for the term of the Agreement, as originally set forth in said Agreement.

**IN WITNESS WHEREOF,** the parties hereto have executed this instrument for the purpose herein expressed.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name

By: \_\_\_\_\_  
SHARON CAMERON

Date: \_\_\_\_\_

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
SEMINOLE COUNTY, FLORIDA

\_\_\_\_\_  
MARYANNE MORSE  
Clerk to the Board of  
County Commissioners of  
Seminole County, Florida.

For the use and reliance  
of Seminole County only.

Approved as to form and  
legal sufficiency.



By: \_\_\_\_\_  
BRENDA CAREY, Chairman

Date: \_\_\_\_\_

As authorized for execution  
by the Board of County Commissioners  
at their \_\_\_\_\_, 20\_\_\_\_  
regular meeting.

\_\_\_\_\_  
County Attorney

AEC/lpk  
2/19/08

P:\Users\Legal Secretary CSB\Purchasing 2008\Agreements\RFP-600192 1am.doc

**EXHIBIT A**  
**Section 1 –**  
**Description of Services**

**Background:**

The Business Innovation and Technology Services (BITS) Department within Seminole County currently supports a multitude of websites and web applications. Several long and short term projects are planned which will enhance the services the department currently provides. Programming resources are needed not only to maintain and support existing applications but to staff these newly planned projects.

**Scope of Work:**

Seminole County Board of County Commissioners hereby solicits sealed written proposals for the provision of custom web programming services utilizing Microsoft Visual Basic .NET 2005, Microsoft SQL Server 2005, AJAX Controls, and Crystal Reports XI.

**General Description of Services:**

Seminole County Board of County Commissioners hereby solicits sealed written proposals for the provision of custom web programming services utilizing Microsoft Visual Basic .NET 2005, Microsoft SQL Server 2005, AJAX Controls, and Crystal Reports XI. At the beginning of each project, a detailed design will be provided by the BITS department along with an estimated number of hours to complete. Projects will be designed to be completed within 6-8 weeks. After development, the vendor will deliver all source code and project files, along with appropriate instruction and documentation, to BITS for review and implementation. Payment for the custom software will be rendered after acceptance by the BITS department.

## Section 5 Price Proposal

PROJECT: WEB PROGRAMMING SERVICES - RFP-600192-07/BJC

Name of Proposer: SHARON CAMERON

Mailing Address: P.O. BOX 585301 ORLANDO FL 32858

Street Address: 1695 CIARA WARD AVE, APOPKA FL 32703

City/State/Zip: ORLANDO FL 32858

Phone Number: (407) 521-0304 FAX Number: ( )

Pursuant to and in compliance with the Request for Proposals, Instructions to Proposers, and the other documents relating thereto, the undersigned Proposer, having familiarized himself with the terms of the Contract Documents, hereby proposes and agrees to perform all in strict conformity Contract Documents, including Addenda Nos. \_\_\_\_\_ through \_\_\_\_\_, on file at the Purchasing Division for the amount hereinafter set forth. The undersigned, as Proposer, declares that the only persons or parties interested in this proposal as principals are those named herein; that this proposal is made without collusion with any person, firm or corporation.

In accordance with the specifications indicated in the RFP, the undersigned Proposer hereby submits the following for providing Seminole County with the required services. The undersigned Proposer accepts all terms and conditions stated herein, and agrees to comply with all laws, State of Florida regulations and other factors affecting this project. The Proposer certifies that this proposal is based upon all conditions as listed in the proposal documents and that has made no changes in the proposal document as received. The Proposer further proposes and agrees, if his submittal is accepted, he will execute an appropriate agreement for the purpose of establishing a formal contractual relationship between him/her and Seminole County, Florida, for the performance of all requirements to which this proposal pertains.

PROPOSED HOURLY RATE: \$ 30/hr to \$ 50/hr, see Attachment

This proposed rate shall be inclusive of all costs, such as services, materials, G&A, overhead and profit.

IN WITNESS WHEREOF, PROPOSER has hereunto executed this FORM this 11<sup>th</sup> day of MAY, 2007.

SHARON CAMERON  
(Name of PROPOSER)

Sharon Cameron  
(Signature of person signing FORM)

SHARON CAMERON  
(Printed name of person signing FORM)

OWNER  
(Title of person signing FORM)

Seminole County Purchasing and Contracts Division  
1101 E. 1st St.  
Room 3208  
Sanford, FL 32771  
May 11, 2007

Betsy Cohen, CPPB  
Purchasing Supervisor  
407-665-7112

**SUBJECT: Attachment for Explanation of Price Range**

Dear Ms Cohen:

The Price range of \$30/hr to \$50/hr is as follows:

\$30/hr- simpler applications involving creation and maintenance of web pages, script languages, Crystal Reports, etc.

\$40/hr- moderately complex applications involving data normalization, etc.

\$50/hr- complex applications involving more advanced skills, such as AJAX controls.

Sincerely

Sharon Cameron

Enclosure